

Code No.: T-12

**TENDER FOR
REGISTRATION BOOTH**

At

Pragati Maidan, New Delhi

For

PLAST INDIA –2012

1st – 6th Feb-2012

ORGANISER :-

PLASTINDIA FOUNDATION

401-B- Landmark, Opp.Cinemagic,209A,

Suren Road, Andheri –Kurla Road,

Andheri (East), Mumbai- 400 093.

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Plastindia foundation is the Apex body of Major Association Organisation & Institution connected with Plastics with common objective to promote the development of Plastic Industries & to assist the growth of Plastic related material & their products.

In order to enhance the image & growth of Indian Plastic Industry, the foundation organized a Triennial International Exhibition in India.

Plastindia 2012 has become one of the largest International Exhibitions in plastics & is spread over an area of 94,000 sqmt at Pragati Maidan, New Delhi from 1st – 6th February 2012.

Now Plastindia Foundation is inviting quotation for providing **REGISTRATION BOOTH** on rental basis for the duration of exhibition i.e. 1st – 6th February 2012 at Pragati Maidan, New Delhi. Terms & Conditions/ Specifications or Instructions for the said job is attached herewith along with the schedule of quantity specification.

General Terms & Conditions:

1. Contractor / Agency must read the specification / terms & conditions carefully.
2. The Contractor / Agency must have sufficient material to execute the job in 1 or 2 days at Pragati Maidan & shall also submit the following:
 - Name & address of the ware house where the material is stored.
 - The ware house/ workshop will be inspected by the Plastindia Foundation Officials or their representative.
3. The contractor shall submit the details of their executing staff with their contact details.
4. Contractor / Agency shall give detail of logistic support for transportation of material & man power owned by them or exclusively hired by them for this show.
5. List of equipment owned by them for executing the job.
6. List of similar work executed by them in the past in one/ two days time with the contact detail of organizers
7. If the contractor is out sourcing their material the name of the sourcing agency shall be provided.
8. The contractor shall not take any job 15-20 days before the start of the fair & during the fair.
9. The contractor for printing should provide the in house facilities of their plant, machinery & technical staff details.
10. Plastindia Foundation reserves the right to allot tender at its sole discretion
11. All disputes subject to jurisdiction of courts in Mumbai.

Date: _____

Authorised Signature
(Name of the Contractor with Seal)

Criteria for Qualification

Vender / Agencies shall submit for qualification of the following details:

1. List of material available (Detail)
2. Man power (Detail)
3. Ware house (Location & Area)
4. In house designing facility by qualified/ experienced Designer in AutoCad / 3D Designer/ Plotoshop

PROVIDING REGISTRATION BOOTH INSIDE GATES DURING PLAST INDIA-2012
AT PRAGATI MAIDAN, NEW DELHI

Terms of appointment will be as below:-

1. Registration Booth with raise platform and Aluminium structure as per design & sizes mentioned along with fire retardant SRF roof covering material.
2. To check the sizes, location of all such Registration Booths located inside Gates in the Open Space (inside / outside) at Pragati Maidan.
3. To submit the final drawings with sizes, location of each Registration Booth.
4. All marking of the Layout in the Open Space for Registration Booth will be your responsibility. Any discrepancy in the Space notice shall be brought to the notice of the Official Architect / Plast India Foundation's official & final decision in this regards shall be taken by the Officially Appointed Architect and the same shall be implemented at the earliest.
5. The Electricity wiring / connection to provide general lighting in the Registration Booth and its maintenance will be your responsibility.
6. Your Electrical Contractor shall be a Licensed Electrician and shall have valid license from the Delhi Govt. A copy of his license duly certified shall be submitted to us.
7. To execute all items as per the tender and ensure that co-ordination with any other agencies who are also responsible for providing other services in the Registration Booth constructed by you are also given priority and better co-ordination between all of them.
8. Cleaning of the Area in and around the Registration Booth will again your sole responsibility and which shall be inclusive in the rate quoted.
9. You will ensure that all your additional material is removed from the site allotted to you on or before 6.00 PM on 30th January 2012.
10. To ensure that all your employee wear uniform with Name & Number prominently printed on back of the uniform.

11. To ensure all safety measures (including wearing of Helmet) as well as insurance of your employees working at site will be your responsibility.
12. To take possession of Bare Site at Pragati Maidan, on our behalf on the day of possession and complete the construction of Registration Booth latest by 6.00 p.m. on 30th January 2012.
13. As regards dismantling, the same will have to be completed by the 10.00 A.M. on February 08th, 2012 after which the vacant space would be handed over back to the concerned ITPO officials.
14. In case any other contract related to Registration booth being executed by you during our event, it would not only be your primary duty to inform us about the same, but also ensure at the same time that you will still give preference to the PLASTINDIA 2012 Exhibition.

Our Official Architect and Show Management and Technical Consultant will be overseeing all the services and allied works allotted to you. You will assist the Official Architect, Show Management and Technical Consultant as well as the extending co-operation to them for the efficient management of the fair as a whole.

The vender/ agency if selected to provide services/ execution of work as stated shall submit Bank Guarantee for sum of **Rs. 25,000/- (Rupees: Twenty Five Thousand Only)** as performance guarantee to Plastindia Foundation.

Also submit the statutory details such as:

1. Registration Service Tax.
2. Registration with VAT.
3. Income Tax PAN no.

Terms of payment shall be as under:

1. 10% of the work order as advance against equivalent amount of Bank Guarantee.
2. 30% of payment on off loading the material at site i.e. Pragati Maidan, New Delhi
3. 40% of the payment on satisfactory completion of work & getting the measurement / quantity checked & verified by the authorized person of Plastindia Foundation.
4. 20% of the balance payment with in 10 days of removing the material from site i.e. Pragati Maidan.

BOQ for Registration Booth

Specifications	Area	Unit	Rate	Amount
<p>A) <u>Roof Shelter Over Registration Booth</u> Providing & Fixing at site roof Shelter of Size as per module made of Aluminium with roof & side covering with plywood, glass or SRS fabric as per drawing, design & specification.</p> <p>B) <u>Registration Booth</u> Registration booth requires: Carpet Air Conditioning General lighting / Power Sockets Furniture Fascia Control room Wooden Flooring Glass Door Air Curtain</p> <p>C) <u>Waiting area shelter with Q-rope & stand</u> The structure will be of Aluminium and framework of span as per site / module & as per drawing, Design & Specification including roof covering with SRF material.</p> <p>D) At different locations inside & outside Pragati Maidan</p> <p>Note: Layout plan & 3D design to be submitted with quotation. The area of registration will vary from gate to gate.</p>				
Area of Gate No.1	150	sqmt		
Area of Gate No.2	350	sqmt		
Area of Gate No.5	450	sqmt		
Area of Gate No.7	450	sqmt		
Area of Gate No.8	150	sqmt		
Area of Gate Metro	250	sqmt		
Total				

Rupees:

Date: _____

Authorised Signature
(Name of the Contractor with Seal)